

City of Palouse
COUNCIL MEETING MINUTES
Tuesday, July 9, 2024

Note to persons reviewing this document: This is not a verbatim transcript. While an attempt has been made to document pertinent points, these minutes contain only a summary of the discussion and voting.

CALL TO ORDER:

Mayor Sievers called the 6 Year Transportation Improvement Plan Public Hearing to order at 7:00 PM

Councilmembers* present at the meeting were Sarah Bofenkamp, Angie Griner, Leslie Sena, Molly Quigley, Robert Brooks, and Ann Barrington.

*In the following paragraphs, Councilmember(s) will be abbreviated as: "C."

I. ROLL CALL: DC Gaber took attendance; C. Anderson was absent.

C. Brooks introduced a **MOTION** to excuse C. Anderson's absence from the meeting; the **MOTION** was seconded by C. Bofenkamp. All council members approved, and the **MOTION** passed.

City staff present: City Administrator (CA) Misty La Follett and Deputy Clerk (DC) Jamie Gaber, and Police Officer Joel Anderson.

II. 6 Year Transportation Improvement Plan (STIP) Public Hearing:

Discussion occurred regarding projects that have been published for the community to review. It was noted that having sidewalks on the STIP fit well with the Safer Streets to Schools program, and would most likely help to score high on future grant applications. Mayor Sievers also noted that TD&H is looking into an alternative sealant, Otta Seal, to be used on the street projects.

Public Comment: Chuck Stemke advocated for sidewalks to be on the STIP, including the route from F St. bridge to downtown and from Cove Rd, along the native garden, to downtown.

The Public Hearing adjourned at 7:06 PM.

The regular Council Meeting began at 7:06 PM.

III. APPROVAL OF MINUTES:

C. Barrington introduced a **MOTION** to approve the minutes from the regular council meeting on June 25, 2024; the **MOTION** was seconded by C. Griner. All council members approved, and the **MOTION** passed.

IV. OPEN FORUM:

Diane Main: Many people have been backing out and crossing the double yellow downtown. I've almost been hit quite a few times. Also, the native garden looks terrible and is a bad representation of Palouse. When you drive into Palouse you don't want to see weeds. (sent via email, read by CA La Follett).

Bren Fire Hawk: Discussed a public safety concern at Palouse Cove Apts. Outdoor faucets and sprinklers are not working. Asked if city could help in order to keep grass green and reduce fire hazard.

Bruce Pemberton: Noted Shady Lane thistles were killed with herbicides via the city crew. Also, stated Needful Things is the finest thrift store in the area, would like to see bag sale price reduced.

Michael Echanove: Addressed Palouse being on Ecology's Final Project List, potentially giving the city two separate loans. He recommends not authorizing the loans as each will have a substantial impact on residents' monthly bills to pay back the loans.

Barb Hodson: Asked for details regarding the Wastewater Treatment Plant Operator's contract

V. PUBLIC WORKS REPORT: Supt Mike Wolf, submitted a written report

VI. POLICE REPORT: Submitted a list of calls for service and written report

A. 20 Calls for Service

1. 11 Ordinance related
2. 1 Infraction issued
3. 1 Criminal citation issued
4. One call out

B. Reported on two types of fraud in the area:

BE AWARE OF FRAUD! Never give bank info to anyone on the phone

1. Person gave citizen a check, asked them to cash it, keep some, and give majority back
2. Employees were told the auto paycheck system was hacked; to get their paychecks they were instructed to buy \$500 gift cards, then their paychecks would be released

C. Conflict Biologist will be at next council meeting, July 23rd, to address the cougar sightings. There will be a Q and A session

VII. CITY ADMINISTRATOR / DEPUTY CLERK REPORT: CA La Follett reported:

A. COVE SIDEWALK UPDATE:

1. Public Works Board accepted application, should be finalized on July 12th
2. Quality Contractors are ready to proceed

B. VERIZON TOWER:

1. Hearing with Board of Adjustments scheduled for Tuesday, August 6th at 6 PM, at City Hall

C. IT UPDATE:

1. Work accomplished:
 - a) On and off-site file and email back up
 - b) Tighter security
 - c) Upgraded memory on City Hall computer
 - d) New email domain set up
 - e) Looking into camera set up for the City

D. SHADY LANE:

1. Pheromone packets have been distributed throughout, placed on trees, about five feet up

E. SIX YEAR TRANSPORTATION IMPROVEMENT PLAN:

1. Detailed list of projects included in packet

VIII. OLD BUSINESS:

A. PUBLIC SAFETY TESTING:

B. Griner introduced a **MOTION** to approve the Public Safety Testing Proposal; the **MOTION** was seconded by C. Sena. All council members approved, and the **MOTION** passed.

B. 6 YEAR TRANSPORTATION IMPROVEMENT PLAN:

RESOLUTION 2024-08

C. Bofenkamp introduced a **MOTION** to approve Resolution 2024-08, 6 Year Transportation Improvement Plan from 2025 to 2030; the **MOTION** was seconded by C. Brooks. All council members approved, and the **MOTION** passed.

IX. NEW BUSINESS:

A. Haunted Palouse, Will Perry, Director:

1. Asking Permission to have Haunted Palouse 2024
 - a) October 18th & 19th, 25th & 26th
 - b) Venues: Currently, lower PD building, Library, Main St., and Shady Lane

B. EXCISE LEVY

1. Discussion occurred regarding what council wants to submit for fall ballot
2. Will vote next council meeting, July 23rd
3. Looking for volunteers to write a Pro or Con statement for voter's pamphlet

X. COMMITTEES:

Policy and Administration – Chair Barrington: No report

Budget, Finance, & Major Acquisitions – Chair Bofenkamp: Meeting this morning, discussion regarding Cove Rd. loan payments. Also, working on a financial guide book, including policies

Streets, Properties, & Facilities- Chair Brooks: Next meeting July 24th

Personnel – Had meeting with Mayor, working on employee manuals. Mayor working on employee evaluations

Water and Sewer – Exploring additional options for sewer plant, waiting to complete a couple of meetings to answer questions on the table. July 22nd meeting with Ecology

Joint Fire Board: No report

Youth Advisory Board – No report

XI. MAYORS REPORT:

A. CERB Meeting: Initial report on St. Elmo out first of August

B. SJ Environmental Meeting: Sam Snead, sewer plant

C. Personnel Committee Meeting

D. BUILDING BLOCKS: Community Project

1. Looking for broad range of viewpoints to enhance the city in multiple ways
 - a) ***JULY 15TH and 16TH WORKSHOP, ALL WELCOME***
 - b) Community Center, July 15th evening, 16th, all day
2. Creating solutions to:
 - a) Affordable Housing
 - b) Downtown Revitalization
 - c) Infrastructure
 - d) Preserving Historic and Cultural Resources

XII. COUNCIL MEMBER COMMENTS: C. Griner, would like consistent recording of voting with names

XIII. PAYMENT OF THE BILLS:

C. Sena introduced a **MOTION** to allow the payment of bills; the **MOTION** was seconded by C. Barrington. All council members approved, and the **MOTION** was passed.

The following checks were approved for payment:

Payroll paid	Ck# 13926-13947 and 13950	\$ 43,799.41
Claims paid	Ck# 13948-13949 and 13951-13977	\$ 26,958.08
Total:		\$ 70,757.49

XIV. ADJOURN: C. Bofenkamp introduced a **MOTION** to adjourn; the **MOTION** was seconded by C. Grine. All council members approved, and the **MOTION** was passed.

The council meeting Adjourned at 8:15 PM.

APPROVED: _____

ATTEST: _____

DATE: _____